

1. On IDST website home page, click on “Election 2022”.



2. Login to system:

On the next screen, to register use your registered mobile no. as Username and Password already communicated to you to login to the system. On this screen, you can also see Election schedule and Procedure buttons on this page.

If you do not have or forgot your password, click on ‘Get New Password’ link. Enter your registered mobile no. and click on ‘Send’. You will receive your new password by Email.

If you have your password and you want to change it, it can be done after login with existing password.

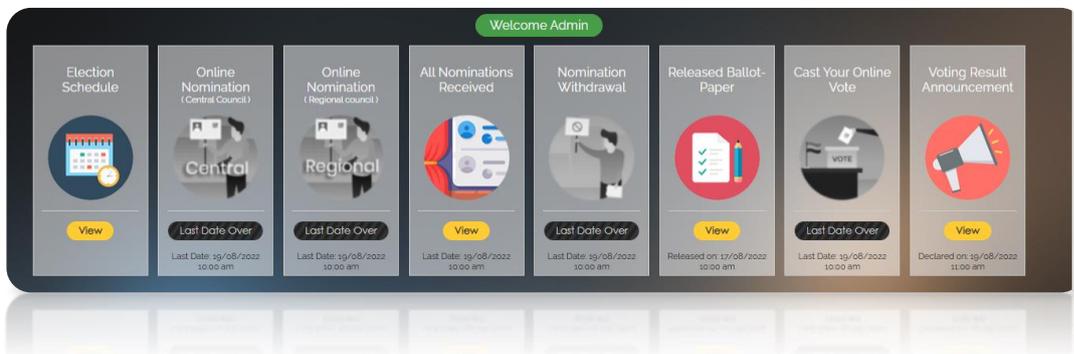
3. Home Screen

After login, you can see various icons and buttons for election process. These icons are visible only if election is active. Otherwise, you will see ‘Election is over’ icon on home screen.

All these icons are automatically activated and de-activated as per dates saved in Election Schedule by System Admin or Returning Officer (RO).

If you see the button below the icon in yellow color, it means respective process is activated.

Similarly, if the button is in black color, then particular process is either not started yet or stopped as per scheduled date.



4. Online Nomination

If you see the button in ‘Online Nomination’ process in yellow color, it means nomination process has started and you can fill your nomination form online.

When you click ‘Nomination Form’ button, you can see nomination form:

Online Nomination Form	
Election	Election 2019
Nominee Name	Amit Lalpakar - (Mno: 0)
Proposer	Select
Seconder	Select
For the post of	Select
Bio-data	
<input type="button" value="Submit"/>	

You will see Election Name and Your Name already selected in form. Nominee has to select Proposer name, Secunder name and the Post for which he/she wants to apply. You may wish to add a few lines as Bio data, but not necessarily and click on 'Submit' button. You can nominate yourself for only ONE post.

A member can file nomination either for CC or RC elections as per his/her eligibility at one time.

IDST members including officer bearers of CC or RC may propose/second only for one IDST member for his/her nomination for CC or RC elections 2022.

Email of your nomination form will be posted to RO, selected Proposer and selected Secunder. Once Proposer and Secunder approves your nomination by clicking on the "I Agree" tab in the email received by them, then only RO can see your nomination.

In case of any non-communication by email due to technical error, Proposer/ Secunder can communicate with RO by SMS, WhatsApp message or telephonically inform the decision of nomination acceptance or otherwise.

5. Nomination Withdrawal

When you submit the nomination form, withdrawal facility will be activated. You can withdraw your nomination at any time before last date of withdrawal. Last date will be indicated below the 'Withdraw' button on home screen. Simply click on 'Withdraw' button, system will ask your confirmation for withdrawal and if you say 'Ok' then your nomination will be deleted.



6. Released Ballot Paper

Once RO approves the nominations received, members can view nominated members as Ballot paper after the release date of ballot paper.

In case the number of approved nominations equal the no of vacancies, all candidates with accepted nomination shall be declared elected. Election process will stand completed.

7. Cast your vote

Voting will be open for members on decided date automatically. On clicking 'Vote Now' button, you can see list of Nominated members grouped by the post for which they have applied.

Voting will be for Regional Council & Central Council separately

a) Voting for Regional Council

Voting will be open for members on decided date automatically. On clicking 'Vote Now' button, you can see list of Nominations. All members are requested to vote for five members, otherwise vote will be void.

b) Voting for Central Council

Voting will be open for members on decided date automatically. On clicking 'Vote Now' button, select Central Council. You can see list of Nominations for Central Council. All members are requested to vote for seven members, one member must be from the region of the voter member, otherwise vote will be void.

Voting can be done in one attempt only. Partial voting is not allowed. Member has to click all votes in one attempt only and submit vote.

Voting process will be closed automatically on decided date.

8. Voting result announcement

Election result will be declared on decided date and will be available till the date declared by RO or System admin.